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SEC Minutes

February 6, 2002

SENATE EXECUTIVE COMMITTEE

February 6, 2002

MINUTES

Present: Marion Becker, Jana Futch, Mary Kimble, Sara Mandell, Cheryl McCoy, Gary Mitchum, Gregory Paveza, Sandra Reynolds, Jeffrey Ryan, Nancy Jane Tyson

President's Office: Josue Cruz

Provost's Office: Phil Smith

Vice President Marion Becker called the meeting to order at 3:04 p.m. She was officiating on behalf of President Gregory Paveza whose presence was required at an off-campus meeting. The Minutes of January 16, 2002 were approved as amended.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (Gregory Paveza)

This report was postponed until President Paveza's arrival later in the meeting.

PROVOST'S REPORT (Phil Smith)

Vice Provost Phil Smith attended today's meeting to give the following report on behalf of Provost David Stamps:

The first issue was the DROP (Deferred Retirement Option Program). After a brief explanation of how that program works, Vice Provost Smith pointed out that there is a significant cost factor for all the academic units. It is projected that in the year 2003, which is the first four or five year cycle for DROPs, the cost to pay accumulated sick leave to the limits that are required and permissible under state rules will cost Academic Affairs about \$1.6 million. Vice Provost Smith pointed out that this is an item for which there is no compensation to the University of South Florida (USF). Its effect is similar to a budget reduction. All universities in the Florida public system are facing the same situation. Although there will be an

effort made to get Legislative funding to cover the impact of those payouts, Vice Provost Smith is not optimistic. USF will have to be prepared to accommodate a \$1.6 million payout next year.

Provost Stamps has put together a summer package of \$980,000 to provide the offerings necessary to maintain Student Credit Hour (SCH) productivity. It comes as a loan from the Foundation. It will allow the colleges to offer the summer courses that they had projected in order to maintain summer SCH productivity. Therefore, those dollars will be distributed to the colleges based on the plans that they had previously submitted to maintain their student credit hours. Although it is a loan, the Provost felt that it was better to go ahead and take the money, put it into summer programs, so that the students could get the courses they need, and the faculty could teach the courses that they need to teach to the greatest extent possible for the summer. Vice Provost Smith then explained how the money would be repaid. USF has approximately \$3.5 million in tuition over-collections that are available for utilization. USF used \$1.4 million of that \$3.5 million to pay back money that was borrowed for the additional graduate tuition waivers this year. Another \$1 million went to repay the loan for spring semester, the million-dollar bond. A large portion of the remaining balance went to the Colleges of Arts and Sciences and Visual and Performing Arts to support additional first-time-in-college students. Therefore, that money is almost gone. Based upon spring enrollment, USF expects to receive approximately \$1.5 million in tuition over-collections. A major portion of that money will be used to repay the \$980,000 that the Provost has borrowed from the Foundation for summer school. The rest of it will probably go to pay for the non-recurring budget cuts.

USF is still short approximately \$675,000 for the budget reduction. Therefore, what the Provost is attempting to do at this point is to find some way to pay that \$675,000 centrally to avoid having to go back to the colleges for the additional reductions.

Secretary Jana Futch asked if the money that was supposed to be set aside to hire minorities is gone. Vice Provost Smith responded that there is one diversity search going on which is nearing completion, but it is very limited in funding obviously because of the reductions. However, at this point it is doubtful that there will be any additional dollars this year and probably next

REPORTS BY OFFICERS AND COUNCIL CHAIRS

1. Committee on Committees (Cheryl McCoy)

The Committee on Committees has not met, so there was no official report other than to report that the spring drive is still in progress for memberships on Faculty Senate Standing Committees and University-Wide Committees and Councils which runs through February 15th. If there is anyone who expresses an interest in being on a committee, they should be directed to the website for more information.

Regarding the Ad Hoc Committee on Faculty Discipline, Chair McCoy was in charge of appointing members for the Committee. Senator Sherman Dorn agreed to be Chair. Senator Stephen Field from the College of Public Health and Senator Clare Hite from the Lakeland Campus are also on the Committee. Senator-at-Large Sara Mandell

volunteered to be a member of this committee. Chair McCoy will announce this committee information at the Faculty Senate meeting on February 20th.

2. Research Council (Gary Mitchum)

Chair Mitchum announced that the Council has a full roster. The sub-committee on Internal Awards has been active and should be finished with a draft proposal within the next couple of weeks. Dr. Bruce Lindsey, Interim Vice President of Research, has been attending the Council=s meetings and has agreed to put the issue on the agenda for the Strategic Committee of Research at the end of this month.

For the Internal Awards there is a single competition for this spring and the deadline is February 15th with proposals to be reviewed next month. Another committee has been formed to address the consistent criticisms of the evaluation procedures. The guidelines and criteria for evaluations will not change. However, there will be a larger group, rather than the two or three people who now review submissions. Another standing sub-committee called Research Incentives will be working on external funding stipends.

Chair Mitchum has been asked to sit on the steering committee for the new Financial Management Information System. It will be an ongoing activity so he has asked the in-coming Research Council Vice-Chair Melinda Forthofer to take over that position.

Another Committee called Audit Fallout has found that researchers across campus are finding it difficult to spend the money.

At this time, Research Council Chair Mitchum raised the issue and criticized the Faculty Activity Reports (FAR) and Personnel Activity Reports (PAR).

Vice Provost Smith responded that Chair Mitchum's criticism was good and that there is a work group on how to respond to the HHS audit criticism. He added that the university is in serious trouble with the auditors and keeping money in balance. This is also a problem with other universities nationally with problems with payback. The federal government is not satisfied with the recording and tracking system.

Florida has a unique situation in that the PAR is a federal audit document with which the government is not happy. The FAR document is a state reporting system that the universities had hoped would be abandoned when the Board of Regents was dismantled. Instead, these systems were transferred from the Board of Regents to the Florida Board of Education. It was agreed that the systems should be converged and simplified. The workgroup looking into the situation has made a recommendation, which has been embraced by the administration, to converge the two reporting documents and be simplified to satisfy federal

and state requirements. The new system may take several months because it will mean taking existing documents and using *Peoplesoft* applications to design a single system. It is hoped that by next year a new system will be in place that will be a lot easier for faculty.

Vice President Becker asked that consideration be given to the fact that it is an unfair reporting system. In the FAR, a faculty member can go over twelve credit hours at 100 percent. That means half of what is done does not go on the form and that which is done, like teaching a two or three credit hour course, gives it a third of what it should be, so faculty are losing credit for teaching. Faculty have to start with federal grants and external funding to make it fit with the FAR and federal audits. She added that faculty are forced to reduce to a fraction of what their course load is worth.

Vice Provost Smith responded that that will be an inherent problem in any kind of reporting system. The administration will try to go to a FTE system exclusively with the new system. Then it will not be required to report clock or contact hours but will report by FTE. By definition, 1.0 FTE is all that can be reported. This, however, does not solve the inherent problem of dividing FTE internally when faculty have a lot of projects and what is classified as time contribution.

When state auditors come to audit the twelve-hour law they will request to see FAR documents, as well as the supporting documentation. That is, research entries will require backup data or service on university committees will require not only the description in the narrative document but also the minutes from the meeting listing that you were present must be submitted. Hopefully, by next year these problems will be corrected.

Vice President Becker commented that the PAR allows the entry of voluntary errors that can document averages, which cannot be done with the FAR. Vice Provost Smith replied that documenting averages is part of the reason why the University had audit programs because the whole thing constitutes what you do.

Vice President Becker also suggested that a better rewards system be devised. In addition, she felt that the university should look internally for reward systems or there will be no incentive to continue to work overtime.

Undergraduate Council Chair Reynolds cited the problem of having to do these reports three times a year and then having to put it together again at the end of the year for annual evaluation. She asked how much of that is department or administrative requirements.

Vice Provost Smith stated that the administration had hoped they could use the narrative supporting document so that faculty could use the forms to put them together and use them as their annual report. The timing is driven by state requirements. Contractually, faculty have to have written assignments which causes double reporting because they are actually doing six tasks over the course of a full year.

Research Council Chair Mitchum pointed out that nine-month faculty have two sets to fill out during the summer and, therefore, are doing eight tasks over the year.

Vice Provost Smith further explained that the PAR form categories were created by the university years ago out of post-grant awards and operated out of Administrative Services. The FAR categories are not a university design but come right from the state requirements.

At this time, Research Council Chair Mitchum then returned to giving his report. Two additional activities that the Council is working on is the USF Research Profile and Research Day. Also, there is the issue of the search for a Vice President of Research. The Council has asked that one of its members be placed on the search committee or be in the meetings so that they can report back to the Council. President Paveza informed Chair Mitchum that the meetings are open to the public. As a member of that search committee, President Paveza will recommend that a member of the Research Council be added.

Discussion was held regarding the proposed Research Day. Senator-at-Large Mandell suggested to Chair Mitchum that he should mention to the Research Council that there are research opportunities for exceptional undergraduates. Library Council Chair Mary Kimble recommended that if the idea of the Research Day is to bring in the public, do not schedule it in the middle of the week, but on a weekend.

Undergraduate Council Chair Reynolds stated that given the lack of understanding between the general public and faculty at USF that it might be more productive to have faculty research emphasized. Chair Mitchum replied that when their discussions began faculty research was going to be the spotlight. However, the Council was doubtful of how many faculty members they could get to participate. So, they felt that graduate students might be more attractive to the public in terms of portraying the best impression to the public. This would also be an opportunity for graduate students and faculty to get together in a research environment. Chair Mitchum pointed out that the Council is still in the planning stage.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (Gregory Paveza)

President Paveza stated that he did not have an extensive amount of comments for his report. He did explain that he had received a last minute call that his evidentiary testimony was needed on a case, which delayed him for today's meeting. President Paveza did have one issue to address, but not having had the opportunity to speak with the Provost as to whether or not he would address the issue, President Paveza asked that it be presented off the record. The SEC members agreed and the report was made off the record.

OLD BUSINESS

There was no Old Business to discuss at today's meeting.

NEW BUSINESS

President Paveza announced that he had received a request from Senator-at-Large Mandell that members of the SEC look at one of the videotapes related to the Dr. Al-Arian matter. President Paveza stated that he had informed Senator Mandell that he was open to her showing the tape if she chose. However, she would then need to ask the SEC if it should be an item to bring to the full Senate. Senator-at-Large Mandell informed the SEC that the tape she wished to show was from the October 28, 2001 television show *Dateline*, but she did not have a copy of the *O'Reilly Factor* tape.

Before the tape was shown, discussion was held as to the purpose. Senator-at-Large Mandell responded that showing this tape would provide additional information as to why President Genshaft has recommended that Professor Al-Arian be fired. Several SEC members expressed that if this tape is shown the *O'Reilly Factor* tape should also be shown. President Paveza ended the discussion by stating that the *Dateline* tape could be shown to the SEC, but that the SEC would decide whether or not the tape should be shown to the full Senate.

At this time, the *Dateline* tape was shown to the SEC members.

After viewing the tape, President Paveza indicated that he would entertain a motion on the issue. Past President Nancy Tyson moved that this tape not be shown at any Senate meeting in the future. The motion was seconded. President Paveza opened the floor for discussion. Vice President Becker felt that the SEC should not decide whether to close off or open up the discussion and suggested asking the Faculty Senate if they would like to view the tape and let them decide. President Paveza pointed out that according to the guidelines of the *Constitution and Bylaws* that the SEC sets the agenda for the Faculty Senate meetings. Therefore, the obligation falls upon the SEC to set the agenda. After further discussion, it was the consensus of the group that if one tape is shown to the whole Senate, then the other one should also be shown. Therefore, there was reluctance to revisit the issue at this point.

President Paveza was asked if there is a stated time line for President Genshaft to act on the letter of intent which she sent to Professor Al-Arian. After conferring with Vice Provost Smith it was affirmed that the President does not have a time line in which to take action and can do so at her leisure.

There was a call to question and the motion was seconded to end discussion. A vote on the motion to not show the *Dateline* tape at any Senate meeting in the future was taken and the motion carried.

There being no further business, the meeting was adjourned at 5 p.m.



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